

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, October 17, 2017

Board Members Present: S. King, B. Clancy, J. Mitchell, Larry Franke

Others Present: A. Nizzia, C. Maricque, K. Pahlow, N. Kohls. J. Titera

S. King called the meeting to order at 3:32 PM.

1. Action Item: Approval of September 26, 2017 Minutes

Motion made by L. Franke, seconded by B. Clancy, that the minutes from the September 26, 2017 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.

2. Action Item: Approval of Agenda

Motion made by J. Mitchell, seconded by B. Clancy, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.

3. Action Item: Donations

Abbie reviewed the donations for the month of October which included; Several Knights of Columbus Councils presenting proceeds from the Tootsie Roll sale; \$5,000 from the NFL Alumni-Green Bay Chapter for Hopp Needs and donations from past graduates.

Motion made by L. Franke, seconded by J. Mitchell, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.

4. Action Item: Payment of Bills

The expenses from September 1, 2017 thru September 30, 2017 were reviewed and discussed. Payments included the annual fee for the absence management system as well as the interim audit billing. The payments for Chase were higher than normal due to additional supplies for the new school year. A question was raised regarding the Walmart gift cards included in the Chase payments. Carolyn responded that the Walmart gift cards are used by the teachers to purchase classroom supplies. All receipts are turned in by teachers to verify purchases.

Motion made by J. Mitchell, seconded by B. Clancy, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.

5. Action Item: The 2016-17 Audit Report

Carolyn handed out the 2016-2017 Audit Report by Schenk and Associates. Carolyn reviewed the supplementary budget schedules in the audit. The General Fund was over budget in Library Media, but this was offset by savings in Central Services. Insurance and judgements as well as intergovernmental payments were over due to increases from Brown County chargebacks. The budget for the Special Revenue Fund includes the instructional and support service activities of the CDEB. Early childhood was over budget due to an additional classroom at De Pere for the second half of the year. The positions added for this increase were approved by the CDEB. In addition, other pupil services are attributed to the SOAR costs being paid directly by the school and not through CESA. Additional costs were incurred for the Administrator search, but this was offset by the savings in supervision due to an interim part-time Administrator.

Additional supplementary information included the combining statements. Both the General Fund and Special Revenue Fund are included in the General Fund for the combining statements, since all activity of the school is related to special education.

Motion made by J. Mitchell, seconded by B. Clancy, that the 2016-17 Audit Report conducted by Schenk and Associates be accepted. MOTION CARRIED UNANIMOUSLY.

6. Discussion Item: Administrators' Report

Abbie Nizzia, Principal, reported that Ziese Construction has begun the construction of the outside bike path. They will fence off portions at a time so the students can continue to be outside during construction.

Carolyn Maricque, Business Manager, shared that Brown County will be bringing back a Budget Modification to address health care premiums. It will be recommended that Syble Hopp receive an additional \$86,000 to cover the increase. Our budget will be adjusted to reflect this increase after it is approved by the county board. An increase in premiums has not occurred for a number of years.

Kim Pahlow, Administrator, reported on the meeting that was held with the seven district Special Education Directors. All seven directors were in attendance and items of discussion included the process of which students are eligible to attend Syble Hopp, budget, classroom sizes and the use of space at Hopp. They will meet again in November.

Kim toured Project Search and Aspiro and attended the BC Tavern League meeting to thank them for being a part of our nut sale.

As part of Board Appreciation week, the staff presented each board member with a new Hopp t-shirt. Hopp staff wore these same t-shirts to the BBQ and we are encouraging staff and students to wear Syble Hopp apparel or colors on Wednesdays.

Kim asked the Board what presentations they would like to see at future Board meetings. The Board indicated they would like to hear about our programming, what we are doing instructionally and how both are working.

7. Discussion Item: Parent Organization Report

Abbie reported on the Homecoming Dance that was held on October 7th and that it is a nice event for the alumni as well. The Scholastic Book Fair was able to fill all the staff wish lists for books and fund new books for the IMC. During the book fair, parents organized a bake sale and healthy snack stand that classrooms took turns managing. Today, the parents organized a much appreciated staff appreciation lunch. They do this three times a year. The nut sale started and we have 300 cases out the door with 200 more cases arriving on Friday.

8. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(f) pursuant to donor request and contracts.

Motion made by J. Mitchell, seconded by L. Franke, to move into Executive Session. MOTION CARRIED UNANIMOUSLY.

Returned to open session at 4:38 PM.

9. Action Item: Residential Offer to Purchase 1134/1136 Patrick Henry Drive Duplex

Motion made by Jeff Mitchell, seconded by Bill Clancy, to accept the Residential Offer to Purchase the 1134/1136 Patrick Henry Drive Duplex. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Adjournment

Motion made by Jeff Mitchell, seconded by Larry Franke, to adjourn the meeting at 4:39 pm. MOTION CARRIED UNANIMOUSLY.